

Municipality of Jasper  
**Committee of the Whole Meeting Agenda**  
May 10, 2022 | 9:30 am  
Jasper Library and Cultural Centre, Quorum Room

**Notice:** Council members and a limited number of staff are returning to Council chambers for meetings beginning March 2022. Presentations will continue to take place online until further notice. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time.

To live-stream this meeting starting at 9:30 am, use the following Zoom link:

<https://us02web.zoom.us/j/87657457538>

**1. Call to order** Deputy Mayor Waxer to chair meeting

**2. Additions to agenda**

**3. Approval of agenda**

3.1 May 10, 2022 Committee of the Whole agenda attachment

**4. Approval of minutes**

4.1 April 26, 2022 Committee of the Whole minutes attachment

**5. Business arising from minutes**

**6. Presentations**

6.1 Jasper Municipal Library attachment

**7. Department Reports**

7.1 Finance & Administration attachment

**8. New business**

8.1 Emergency Management Bylaw attachment

**9. Correspondence**

9.1 Tourism Jasper Support – Activity Centre Renovation attachment

**10. Motion Action List** attachment

**11. Council representation on various boards, upcoming**

**meetings** 11.1 Council appointments to boards and committees

*All regular and committee meetings of Council are video-recorded and archived on YouTube.*

Municipality of Jasper  
**Committee of the Whole Meeting Agenda**  
May 10, 2022 | 9:30 am  
Jasper Library and Cultural Centre, Quorum Room

**12. Upcoming events**

State of the Municipality Address for the Jasper Park Chamber of Commerce – May 11, Cassio's

Snape's Hill Reforestation Project Kick-off – May 12

Community Wide Firesmart Day – May 14

Intergovernmental Meeting – Tuesday, May 17, 9:30am, Hosted by Parks Canada

NETMA – May 18, 5-7pm, the Legion

NETMA – June 15, 5-7pm, Location TBD

**13. In Camera**

13.1 Deliberative matter, intergovernmental relations – FOIP, s. 21(1)

**14. Adjournment**

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
 Tuesday, April 26, 2022 | 9:30am  
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is primarily back in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time.		
Present	Mayor Richard Ireland, Deputy Mayor Helen Kelleher-Empy, Councillors Wendy Hall, Ralph Melnyk, Scott Wilson and Rico Damota		
Absent	Councillor Kathleen Waxer		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Christopher Read, Director of Community Development Chris Timmons, Andrew Alfonso & Andrew Tankard - WSP Jason Stockfish, The Fitzhugh Bob Covey, The Jasper Local Soto Korogonas – Downstream Restaurant 11 observers		
Call to Order	Deputy Mayor Kelleher-Empy called the April 26, 2022 Committee of the Whole meeting to order at 9:30am.		
Additions or deletions to the agenda	Mayor Ireland requested that business arising from minutes be addressed before the Quarterly Financial Report.		
Approval of agenda #170/22	Deputy Mayor Kelleher-Empy asked if Committee would approve the agenda for the April 26, 2022 Committee of the Whole meeting as amended.		
	FOR	AGAINST	
	5 Councillors	0 Councillor	CARRIED
Approval of minutes #171/22	MOTION by Councillor Hall to approve the minutes of the April 12, 2022 Committee of the Whole meeting as presented.		
	FOR	AGAINST	
	5 Councillors	0 Councillors	CARRIED
Business arising from minutes	The April 12, 2022 Committee of the Whole meeting minutes show there was an inquiry regarding the status of commercial use of public space and a discretionary use permit application to Parks Canada, which has since been approved. Councillors asked Administration for clarification on the status of tents and canopies for sidewalk seating areas.		

Local restaurant owner, Soto Korogonas, attended the meeting to address Council on this subject and reiterated his concerns around the use of tents or canopies not currently being permitted.

#172/22

MOTION by Mayor Ireland - That Committee direct Administration to apply to Parks Canada for an amendment to the discretionary use permit for commercial use of public space to include the use of tents or freestanding canopies for the 2022 season subject to applicable building codes requirements.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Department  
Reports –  
Quarterly  
Financial Update  
#173/22

MOTION by Councillor Melnyk – That Committee receive the Quarterly Financial report for information; and, that Council request an explanation of the non-matching numbers on page 18 and a correction of the report if necessary.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Recess

Deputy Mayor Kelleher-Empey called a recess from 10:45-10:52am.

Activity Centre  
Renovation

Administration presented an overview of the Activity Centre Renovation project for Council consideration. Chris Timmons, Andrew Tankard, and Andrew Alfonso from WSP were available to answer technical questions and provide clarifying information.

Councillor Damota left the meeting at 12:13pm and rejoined at 1:03pm.

Deputy Mayor Kelleher-Empey called for a break from 12:21pm to 1:03pm.

Councillor Wilson joined the meeting at 1:08pm.

#174/22

MOTION by Mayor Ireland - That Committee recommend Council:

- Approve the Activity Centre renovation project scope inclusive of all Required Scope items with the exception of renovations to the existing dressing rooms below the south bleachers at a total cost of \$10,160,444; and
- Approve the inclusion of the following Council Requested scope items:
  - Arena Dressing room expansion to the west and south \$3,355,756
  - Activity Centre Conversion of the Sauna to additional washrooms \$133,238
  - Aquatic Centre Complete renovation of all existing change rooms \$342,497
- Approve an amendment to the Capital Budget as required to reflect the above items as funded.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Garage Suites Feedback #175/22	MOTION by Mayor Ireland – That Committee direct Administration to provide feedback to Parks Canada with respect to articles 7.03, 8.05 and 8.08 of the Interim Policy on Garage Suites in the Town of Jasper.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#176/22	MOTION by Mayor Ireland - That Committee recommend Council accept the interim garage suites policy in principle.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Communities in Bloom – Invitation to Register #177/22	MOTION by Mayor Ireland - That Committee direct Administration to register to participate in Communities in Bloom 2022, and; that Committee recommend Council proclaim 2022 as the Year of the Garden in Jasper.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Paid Parking Resident Exemptions	Council received a verbal report on the development and implementation of resident exemptions for paid parking.			
Meeting Extension #178/22	MOTION by Councillor Damota to extend the meeting beyond 4 hours.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Correspondence – Policing Invoice #179/22	MOTION by Councillor Melnyk that Committee receive the letter and invoice for information, and; that Committee recommend Council write to the appropriate minister to request that the shadow population modifier be applied to the Municipality of Jasper.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Letter to Provincial Government	Council acknowledged the correspondence sent by Mayor Ireland on March 22, 2022 to the Provincial Government regarding grants in place of taxes. It is attached to today’s agenda to ensure it was included in the public record.			
Municipality of Jasper Library Board Financial Review 2021 #180/22	MOTION by Councillor Hall that Committee receive the Municipality of Jasper Library Board Financial Review for 2021 for information.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Motion Action List	Administration reviewed the Motion Action List, which included revised target dates and the removal of items which were addressed today.			

#181/22 MOTION by Councillor Wilson that Committee approve the updated Motion Action List as amended.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Councillor reports Councillor Hall will be acting as alternate for Councillor Damota tomorrow at the Environmental Responsibility Community Conversation.

Councillors Damota and Kelleher-Empey will be attending the Community Futures meeting this Thursday in Hinton.

Mayor Ireland, Mr. Given and their counterparts in Canmore and Banff have a Zoom meeting scheduled for this Friday with MLA Martin Long and MLA Miranda Rosin to discuss ongoing efforts in regards to status within the provincial domain.

Councillor Damota will be attending a Jasper Community Team Society meeting on Thursday.

Upcoming Events Council reviewed a list of upcoming events.

In Camera #182/22 MOTION by Councillor Melnyk to move in camera at 2:45pm to discuss agenda items:  
12.1 Deliberative matter, intergovernmental relations – FOIP, s. 21(1)  
12.2 Upcoming launch of new Municipality of Jasper Brand – FOIP, s. 29(1)(b)

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Mr. Given, Ms. Nadon, Ms. Acorn and Ms. Stevens also attended the in camera session.

Councillor Damota left the meeting at 4:08pm.

Revert to open meeting #183/22 MOTION by Mayor Ireland that Committee of the Whole revert to open meeting at 4:10pm.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

Adjournment #184/22 MOTION by Councillor Wilson, there being no further business, the Committee of the Whole meeting of April 26, 2022 be adjourned at 4:11pm.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

# Jasper Municipal Library

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Spring 2021 – Spring 2022



Lights On,  
Doors Open



# History of Library Service in Jasper

1942 - A group of volunteers organized to establish a library.

1975 - The library moved to the old RCMP headquarters, which was a recognized historical building.

1995 - The library invested in renovations and completed electronic cataloguing of the collection.

1998 - The Municipality of Jasper joined the Yellowhead Regional Library.

2009 – Planning starts for the Expansion and Renovation Project.

2016 - The Jasper Library and Cultural Centre opens.

2020 - Global Pandemic has dramatic impact on all areas of library service.

2021 – Evaluation of all aspects of local library services and what meets the needs of the community NOW.

2022 – Gradual resumption of pre-pandemic services with changes.



# 2021- 2022 Pandemic Impact on Library Service in Jasper

**December 13, 2020** – libraries are closed to the public, online resources and no contact pick ups and deliveries available, staff numbers are restricted in the library, isolation period required for returns, limited hours of operation.

**March 10, 2021** – Jasper Library reopens to the public with 15% fire code capacity, physical distancing, mandatory masking etc. Limit visitors to 1 hour to help maintain capacity restrictions. No contact pick ups available. No in person programming or exam supervision. Open hours set at Wednesday & Thursday 10am to 6pm, Friday & Saturday 10am to 5pm.

**April 7, 2021** – libraries closed to the public, online resources and no contact pick ups and deliveries available, staff numbers are restricted in the library, isolation period required for returns. Hours of operation remain the same.

**June 16, 2021** – Jasper library reopens to the public with 30% fire code capacity, physical distancing, masks, etc. Hours of operation remain the same. Limit visitors to 1 hour to help maintain capacity restrictions. Isolation requirement for returns is lifted.

**July 1, 2021** – Mandatory restrictions lifted. Barriers remain at circulation desk and staff continue to wear masks. No in person programming to allow staff and users to adjust. Seating and workspaces added. Summer Reading club is take-home activities and booklets. Room rentals resumes.

**September 4, 2021** – Mandatory masking in public spaces.

**September 16, 2021** – Restrictions for public libraries include 1/3 fire code capacity, masking, physical distancing by household or 2 close contacts if live alone. No time limit on visits. No in person programming, room rentals or exam supervision. Seating and workspaces reduced. Increased hours remain.

**March 1, 2022** – Restrictions are lifted except for mandatory isolation. Room rentals, exam supervision, and in person programming resume. Full seating and workspaces resume. Barriers are removed from circulation desk. Staff continued to wear masks. Hours remain the same.



# Plan of Service 2020 - 2024

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**Vision:** The Jasper Municipal Library is recognized as a welcoming and inclusive destination that engages, strengthens and enhances our community's quality of life.

**Mission:** The Library will strive to be the community's information and cultural centre; a stimulator of new ideas; a centre for lifelong learning for people of all ages; and a hub of the community that welcomes residents, newcomers, seasonal workers and tourists.

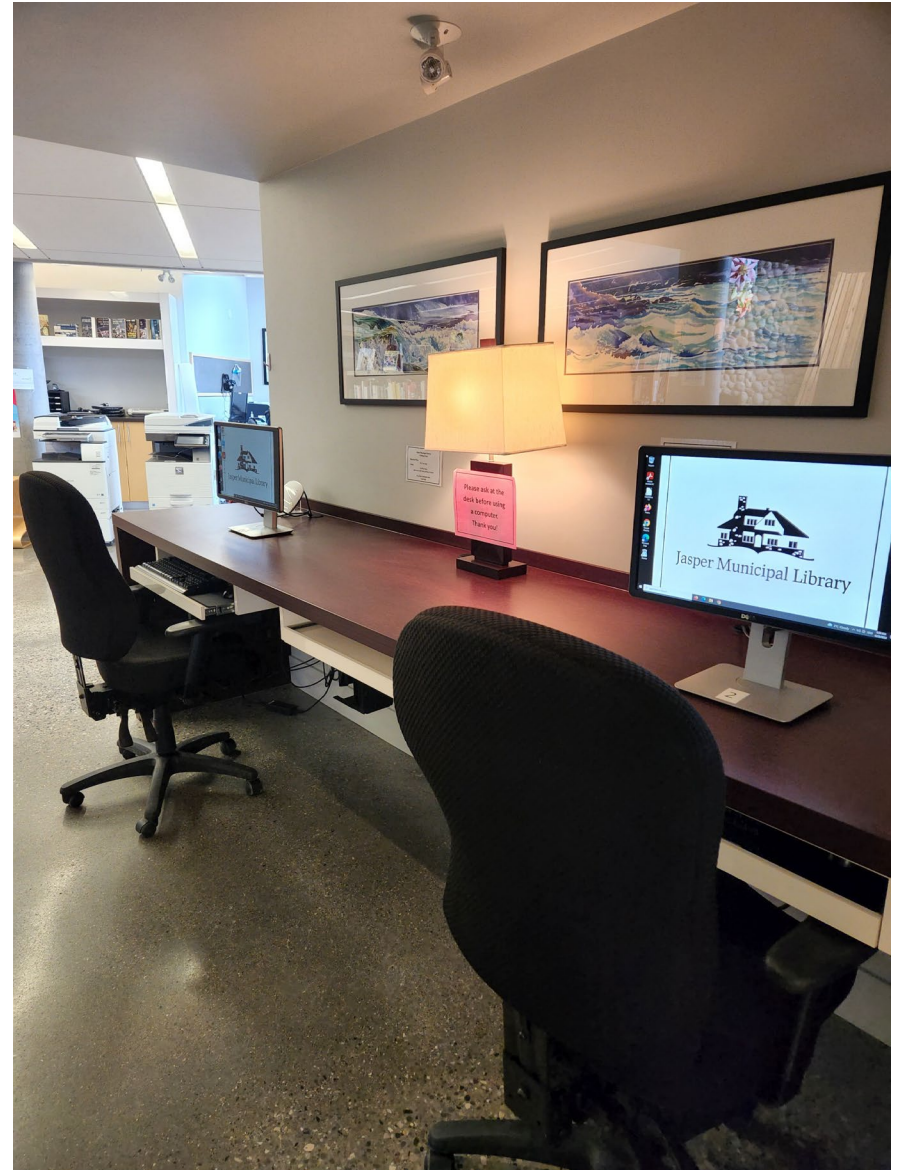
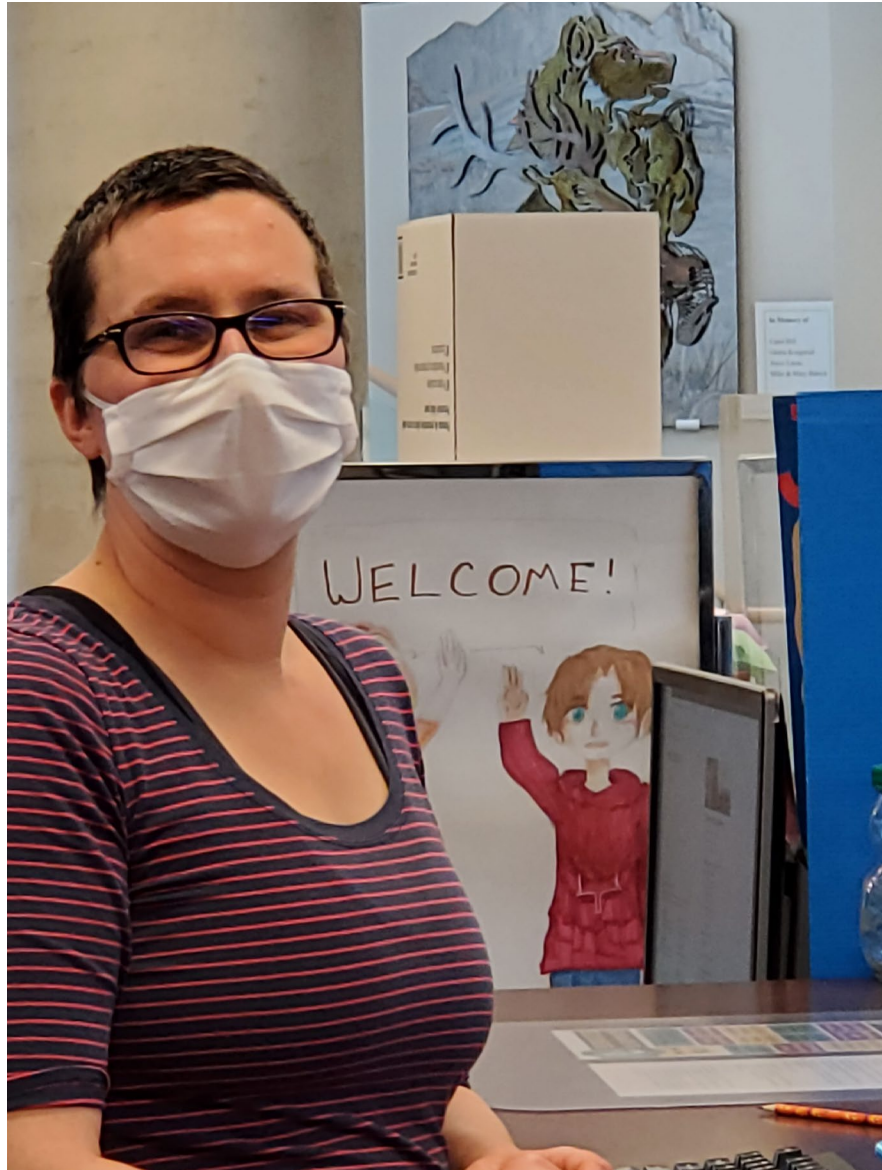
# PRIORITY ONE: COMMUNITY GATHERING SPACE

**The Jasper Municipal Library is a place with welcoming, accessible and safe spaces to meet and interact.**

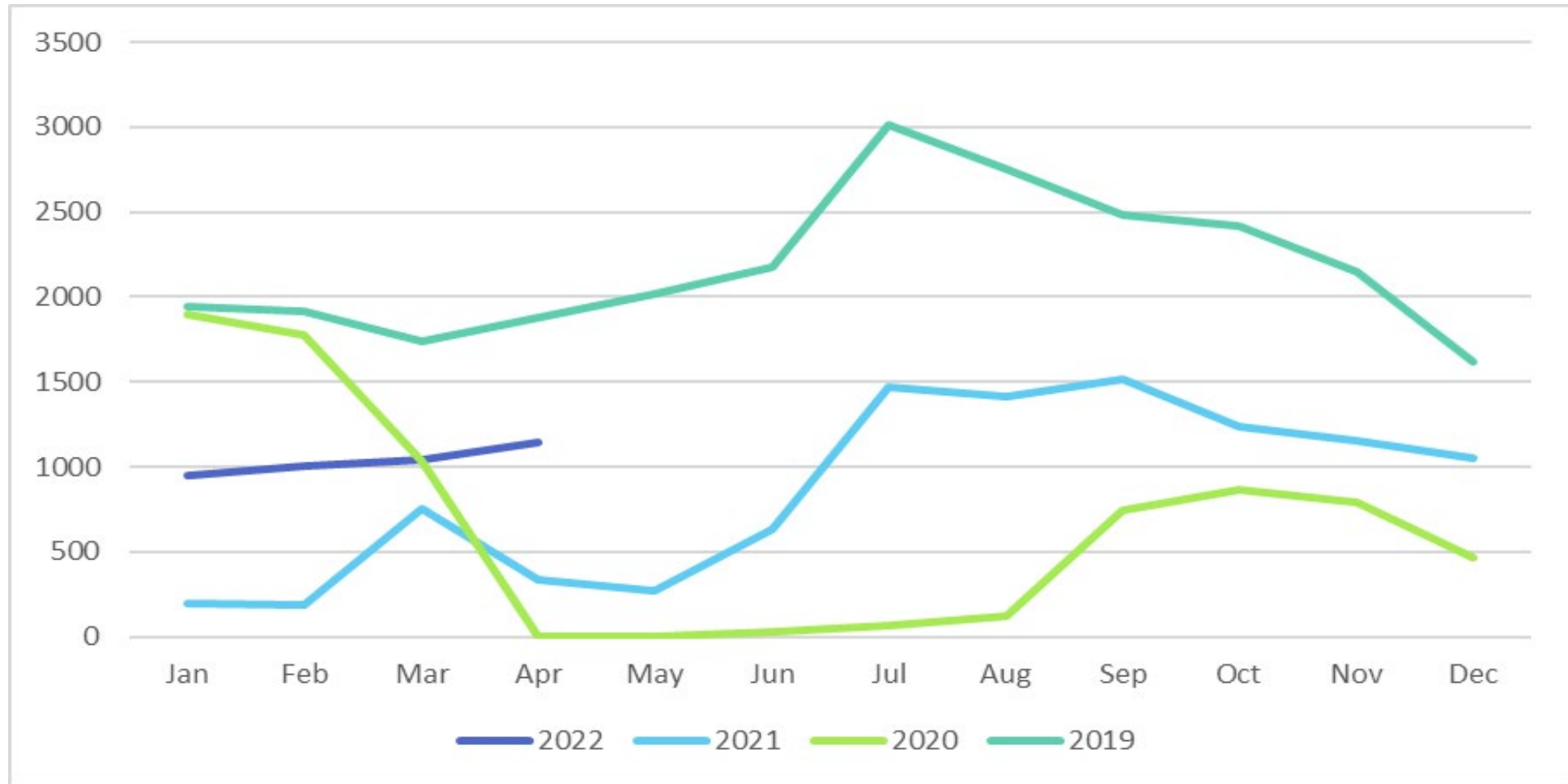
## **Goal One**

To provide a safe and comfortable space for our community.

- Safety remained a priority, with clear barriers around the circulation desk, hand sanitizer in many areas, mandatory masking was often required by visitors and staff. Furniture, equipment, and other items were moved, or removed, to allow for physical distancing and sanitizing.
- No contact pick ups and deliveries were available for those who wished or were isolating.
- Some students used the library to wait for pick up after school, especially during the winter. This gave us an opportunity to chat with them although there was not enough time to really engage.
- Physical distancing **by household** brought in September 16<sup>th</sup> 2021 complicated things. It impacted students as they could not come as a group to hang out or study together. People meeting to do work could not sit together. Multiple families could not come to the library to hang out and play together.



# Visitor Count



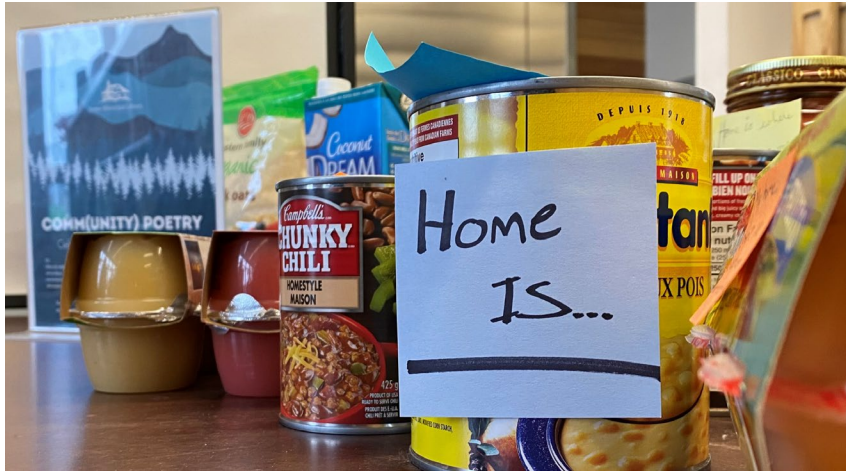
# PRIORITY ONE: COMMUNITY GATHERING SPACE

**The Jasper Municipal Library is a place with welcoming, accessible and safe spaces to meet and interact.**

## Goal Two

Increase community awareness and provide opportunities for interaction, engagement and social interaction.

- Use of our large windows for displays continued: Lunar New Year, Francophonie Month, Senior's Week, etc.
- Electronic communication whether by email or by social media has declined from 2020. While electronic communication can allow people respond when they can, in 2021 we saw a preference for phone calls over emails. Our users prefer to interact with a person in real time.
- We held a number of contests (Halloween costume, Summer Reading Program) as well as asked for contributions to our video Garden Tour, video Houseplant Tour and Community Poem project. When posted online we saw lots of likes, however it was through our face to face interactions that we get engagement.
- We continue to see our users wanting to take a few moments to chit chat with staff. This applies to all ages.



# PRIORITY TWO: ENGAGE IN EARLY CHILDHOOD DEVELOPMENT OPPORTUNITIES

**Be a community where children are given an opportunity to read and develop listening skills.**

## Goal

Support caregivers and their preschoolers in developing literacy and social skills.

- Activity kits that can be borrowed were added in June 2021. Each kit has a theme with books and activities included. We also include any consumables such as crayons, paper or other craft supplies.
- Summer Reading Bingo was offered. There were different sheets for different age groups. Each encouraged reading and listening.
- We did not offer in person programming during the summer of 2021, focusing on weekly activity booklets.
- Restrictions in September 2021 specified **physical distancing by household** which severely impacted how people used the library ie. no daycare groups, or multi household groups.





# PRIORITY THREE: ENGAGE SCHOOL-AGE CHILDREN AND TEENS

**Be a community where children and teens connect with the library.**

## **Goal One**

To develop a strategy to empower teens to have a voice in the library.

- This continues to be a challenge. Things we would have done in previous years, with the restrictions, we had to put on hold.
- In March 2022 we asked the teens to offer us tips on using the social media platform Tiktok.

## **Goal Two**

To offer opportunities for children and teens to develop and strengthen their literacy skills.

- The activity booklets continued to be popular with families and children.
- The Summer Reading Program was offered as a combination of contests as well as activity booklets.




# SUMMER READING CHALLENGE


## Défi de lecture d'été

Each blue circle has an idea of what to read and each yellow circle has an idea of where or how to read. Pick a blue and a yellow circle to complete together. Pair at least 10 blues to yellows to complete the challenge. Once complete return your sheet to the library to be entered in a prize draw. Last day to return this challenge is August 28, 2021, happy reading!


### What to read...

- Freebee / gratuité 


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- A non-fiction book /  
Un livre de non-fiction 


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- a book that has a star on the cover  
un livre avec une étoile sur la couverture 


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- A chapter book / Un livre avec chapitres 


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- A fiction book / Un livre de fiction 


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- A book about another country /  
Un livre sur un autre pays 


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- A book about summer /  
Un livre sur l'été 


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- A book recommended to you /  
Un livre recommandé à vous 


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- A magazine / Une revue (magazine) 


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- A comic or graphic novel /  
Une bande dessinée ou un roman graphique 


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- A library E-resource /  
Une E-resource de la bibliothèque 


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- A how to book /  
Une façon de réserver 


---

- A recipe / une recette 

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- A book with an animal on the cover /  
Un livre avec un animal sur la couverture 

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- A picture book / Une livre d'images 

### Where or how to read...

-  under a tree / sous un arbre

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-  while raining / pendant la pluie

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-  at the beach / à la plage

---

-  with a cup of tea or coco /  
avec une tasse de thé ou de coco

---

-  at the park / au parc

---

-  with a friend or family member /  
avec un ami ou un membre de la famille

---

-  for 30min / pendant 30min

---

-  with a snack / avec une collation

---

-  in the sun / sous le soleil

---

-  on a picnic / à un pic-nic

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-  aloud / à haute voix

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-  for 15min / pendant 15min

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-  in your backyard / dans votre jardin

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-  in a blanket fort /  
dans un fort de couverture

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-  freebee / gratuité

Name/Nom:

# PRIORITY FOUR: PURSUE PERSONAL INTERESTS AND SELF-DEVELOPMENT

**Be a community dedicated to lifelong learning.**

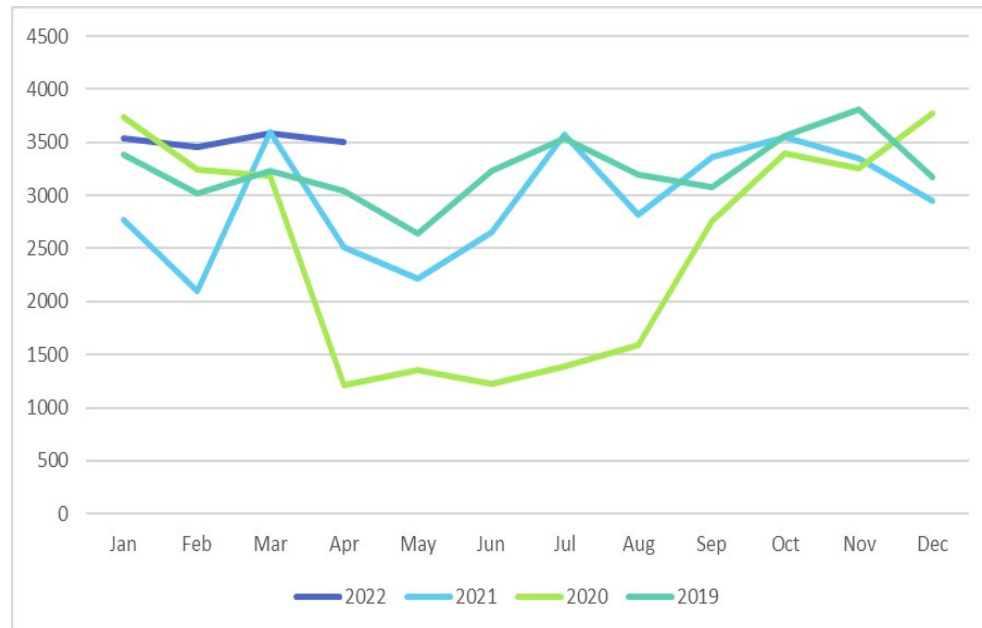
## Goal

The library will have collections, programs, services and spaces designed for lifelong learning.

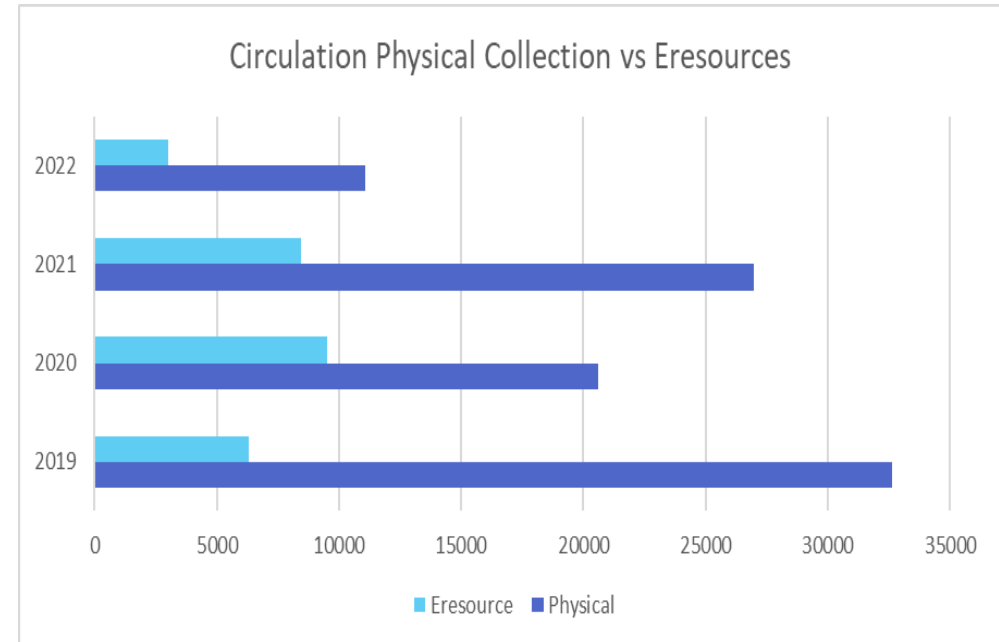
- Collection development is ongoing. We have done some weeding, purchasing and cataloguing of donations for all age groups.
- We received a donation of The Great Courses kits on a wide range of topics. Each of these kits is a combination book and audio disc set and done by University and college professors. These have seen steady use by both local users and Interlibrary loan requests.
- Button making continues to be a popular activity for all ages. We have even lent our button maker several times.
- From the Stacks, our seniors program at Alpine Summit ran September to December.
- Writer-In-Residence project

# Circulation

- Total by Month



- Physical vs eResources by Year



# Lights On, Doors Open



**Finance and Administration-Report to Council MAY 10, 2022**  
**Jan 1, 2022, to April 30, 2022**  
**FINANCIAL REPORTS ENDING March 31, 2022**



**Assessment and Taxation**

- Assessment Notices at the end of January before the official mailing date of February 7<sup>th</sup>, 2022.
- Assessment Open House with Accurate Assessment was held on March 24<sup>th</sup>.
- Appeal deadline was set for April 8<sup>th</sup> and two were received, one resolved and another to go to hearing, date yet to be determined.
- Assessments on website have been updated. Anyone can now go online to look at assessment values of all properties in Jasper from past eight years. Information can be found at: <http://jasper-alberta.com/2188/Property-Assessments>.
- Supplementary Assessment of Improvement Bylaw #241 and Supplementary Tax Bylaw #242 received 1<sup>st</sup> and 2<sup>nd</sup> reading January 18<sup>th</sup> and 3<sup>rd</sup> reading on February 1<sup>st</sup>, 2022.
- The municipality is still encouraging residents to sign up for electronic delivery of tax notices and utility bills to save money on postage and reduce the amount of paper consumed.
- Assessment Review Board Bylaw and Agreement with ID12

**Utilities**

- Utility Rate Bylaw #243 passed Feb 1, 2022; they will be revisited by council in early fall of 2022.
- The bylaw changed in 2022 to reflect needed change going forward to support capital infrastructure. A CCC (Connection, Consumption and Capital) Model was established and there are new rates for connection, this rate will (to ensure that all utility connections are contributing to the cost of supplying the service) and capital (for infrastructure needs) based on meter size. Consumption to continue as it had in the past at a reduced rate from prior years.
- Our financial software gave us issues with printing the new bills. They were not able to provide a solution quick enough therefore we had to improvise to get the billings out to utility rate payers with a notice of the issue had and the temporary solution. A new template has been signed off on however has yet been delivered.

**Audit**

- Interim audit occurred December 1-3, 2021, and full 2021 year end audit conducted March 14-18.
- Auditor presentation of Financial Reports tentatively scheduled for June 14<sup>th</sup>
- A request for extended deadline has been submitted to Municipal Affairs, indicating that the issue had is not that of the Municipality. The auditors are practicing due diligence in only finalizing our reports once able to consolidate to West Yellowhead Regional Waste Management Authority.

**Information Technology**

- Installed Two-Factor Authentication on VPN at Activity Center to provide an additional layer of security for users working from home.
- Assisted with installation of Fuel Master server, transfer of WWTP and setting up the new operators.
- Assisted with install of new BMS system and server.
- Assisted with install of new Scada system and set up regular backups.

- Reached an agreement with Shaw to bring High speed internet to the operations building with no installation fee.
- Installed Telus Bonded ADSL connection at the Firehall.
- Assisted Trinus with Network Audit and am awaiting the results.
- Assisted Diamond with Year-end update and updated all diamond clients.
- Performed many PC upgrades and replaced motherboard, processor, and memory on failing server.

### **Business Licensing**

<b>Year</b>	<b>Business Licenses</b>
2018	725
2019	749
2020	729
2021	763

### **Funding News**

- Statement of Funds Expended (SFE) to be submitted to Municipal Affairs for Municipal Sustainability Initiative Fund (MSIO-Operating and MSIC-Capital) for 2021 year-end early May.
- Project applications for capital items to MSIO, MSIC and FGT
- **Municipal Sustainability Initiative (Operating and Capital)**
  - 2022 Capital allocation is \$728,701
  - 2022 Operating allocation is \$61,776
- **Canada Community Building Fund (formerly known as Federal Gas Tax)**
  - 2022 CCB allocation is \$275,060

### **External Requisition Information**

#### **ASFF**

- 2021 \$4,625,676.33
- 2022 **TBD**

#### **Evergreens**

- 2021 \$714,869.20
- 2022 \$859,323.05 (20% increase)

#### **Parks Canada Land Rent**

- April 1, 2020 – March 31, 2021 \$567,924.09
- April 1, 2021 – March 31, 2022 **TBD**

#### **Policing**

- 2020-2021 \$189,540
- 2021-2022 \$194,843

### **External Contribution**

Jasper Victim Services – Dissolved and returned funding to the Municipality  
 Province will no longer be funding but Jasper will be indirectly funded through Hinton Victim Support Services.



## Debenture Information

In December 2021 the Government of Alberta's decided to stop offering below-market rate loans to local authorities. The provincial government quietly informed municipalities in December 2021 that it has changed its position and increased interest rates for new loans to "better reflect the market cost of borrowing for local authorities." This decision backtracks on promises made to municipal governments in 2019 when the province chose to dissolve the Alberta Capital Finance Authority (ACFA).

Considering the impact this decision will have on municipal budgets and local infrastructure plans, Alberta Municipalities has sent a letter to the Government of Alberta seeking background information on the decision to dissolve the self-supporting ACFA and what fiscal factors will need to be in place for the provincial government to reinstate below-market lending rates for Alberta's local authorities.

Based on a member resolution, Alberta Municipalities has also requested a meeting with representatives from Alberta Finance to discuss the possibility of a regulatory environment in which municipalities could issue bonds to generate capital for community infrastructure.

### Municipality of Jasper (December 31, 2021)

Total debt limit	25,593,729
Total debt	(11,979,626)
<hr/>	
Remaining debt limit	13,614,103
Service on debt limit	4,265,622
Service on debt	(1,333,522)
<hr/>	
Total service on debt limit remaining	2,932,100

**\*Attachments:** All financial statements ending March 31, 2022

- 2022 Operating Revenue and Expense Summary by Department restated

Report Submitted by:

Natasha Malenchak, Director of Finance & Administration



**MUNICIPALITY OF JASPER**  
**2022 Operating Budget**  
**Summary of All Units**

For the Three Months Ending Thursday, March 31, 2022

	<b>YTD 2022</b>	<b>Budget</b>	<b>Variance</b>
<b>Revenues:</b>			
Finance & Administration	331,725	18,574,731	18,243,006
Legislative & Protective Services	235,228	1,251,201	1,015,973
Operations	1,065,108	7,444,448	6,379,340
Community Development	1,163,119	4,001,980	2,838,861
<b>Total Revenue</b>	<b>2,795,180</b>	<b>31,272,360</b>	<b>28,477,180</b>
<b>Expenditure:</b>			
Finance & Administration	982,198	10,892,214	9,910,016
Legislative & Protective Services	578,779	2,910,724	2,331,945
Operations	1,082,488	10,024,450	8,941,962
Community Development	1,125,975	7,444,972	6,318,997
<b>Total Expenditures</b>	<b>3,769,440</b>	<b>31,272,360</b>	<b>27,502,920</b>
<b>Net Surplus/(Deficit):</b>			
Finance & Administration	(650,473)	7,682,517	8,332,990
Legislative & Protective Services	(343,551)	(1,659,523)	(1,315,972)
Operations	(17,380)	(2,580,002)	(2,562,622)
Community Development	37,144	(3,442,992)	(3,480,136)
<b>Total Net Surplus/(Deficit)</b>	<b>(974,260)</b>	<b>0</b>	<b>974,260</b>

## AGENDA ITEM 8.1

### BYLAW REPORT

**Subject:** Emergency Management Bylaw  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Christine Nadon, Director of Protective and Legislative Services  
**Date:** May 10, 2022

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#### Recommendation:

- That Committee recommend Council give first and second reading to Bylaw #247, the Emergency Management Bylaw.

#### Background:

In 2019 and 2020, the Government of Alberta updated the legislative framework around Emergency Management by amending the *Emergency Management Act* and *Local Authority Emergency Management Regulation*. Jasper's current Emergency Management Bylaw was passed in 2012, and needs to be updated to meet the new regulatory requirements set out by the province.

The Emergency Management Bylaw establishes the bodies, processes and mechanisms that guide and support the development of the Municipal Emergency Plan; sets out elected officials' roles and responsibilities; and specifies the parameters of the delegation of authority to specific staff members to enact plans and manage community emergencies. Clarity around these items is required to ensure the effective, coordinated delivery of emergency response in the event of a community emergency or disaster.

#### Discussion:

The Emergency Advisory Committee (EAC – comprised of council members) is established to guide and direct the Municipality's Emergency Management Agency (EMA – comprised of staff members), and is responsible to review and approve the Municipal Emergency Plan annually. Detailed duties and responsibilities of the EAC are outlined in section four of the proposed bylaw.

Following a recommendation from our Alberta Emergency Management Agency field officers, Administration is proposing to change the membership of the EAC from all members of Council to the Mayor and two councillors. While members of the EAC would report on their activities to Council, EAC members would be responsible for ensuring the local authority's requirements under the *Emergency Management Act* are met. Council members appointed to the EAC would be determined at Council's organizational meeting each fall.

Another key item in the proposed bylaw is the appointment of a Director of Emergency Management (DEM). In order to be compliant with provincial legislation, the DEM must be appointed by bylaw, either by name or position. While this appointment may change in the future, Administration's current recommendation is to appoint the Fire Chief to the position. This is a reflection of Chief Conte's current role and responsibilities, and his leadership in building the team and developing the Municipal Emergency Plan. The alternative would be to appoint the Director of Protective and Legislative Services to the position, which in theory presents advantages, but in practice does not reflect current workload and priorities for the department.

**Strategic Relevance:***Public and Community Safety*

- Encourage and support staff and Council with training, resources and equipment for enhanced emergency readiness
- Work with government and corporate partners to continually maintain, update and improve the comprehensive Municipal Emergency Management Plan, and to develop a disaster recovery framework

*Organizational Health*

- Review and evaluate committee and board roles, structures and responsibilities
- Foster enhanced Council –Staff relationships by: confirming mutual expectations.

**Financial:**

Establishing the appropriate structures around emergency management will support the development of appropriate, operationally and legislatively sound mechanisms to cover the costs of a potential community emergency response, including gaining access to the provincial Disaster Recovery Program.

An updated emergency management framework will also support more accurate budget projections for the Emergency Management portion of the Protective and Legislative Services operating budget.

**Attachments:**

- Draft Emergency Management Bylaw (#247)

**MUNICIPALITY OF JASPER  
BYLAW #247**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE DIRECTION AND CONTROL OF THE MUNICIPALITY'S EMERGENCY RESPONSES.**

**WHEREAS**, pursuant to the *Emergency Management Agreement* between the Municipality of Jasper and Her Majesty the Queen in Right of Canada as represented by the Minister of the Environment for the purposes of the Parks Canada Agency, Council of the Municipality of Jasper has in the Town of Jasper all powers and authorities of a local authority under the *Emergency Management Act* (RSA 2000, cE-6.8) and the *Local Authority Emergency Management Regulation* (AR 203/2018).

**AND WHEREAS**, pursuant to the *Emergency Management Act* (RSA 2000, cE-6.8), Council is responsible for the direction and control of the local authority's emergency responses;

**AND WHEREAS**, pursuant to the *Emergency Management Act* (RSA 2000, cE-6.8), Council is responsible for approving emergency plans and program, and is required to appoint an Emergency Advisory Committee; appoint a Director of Emergency Management; and establish and maintain an Emergency Management Agency;

**NOW THEREFORE** the Council of the Specialized Municipality of Jasper, in the Province of Alberta, duly assembled, enacts as follows:

**1. Citation**

- 1.1 This Bylaw may be cited as the "Emergency Management Bylaw".
- 1.2 The Municipality of Jasper Bylaw #162 "Emergency Management Bylaw" is hereby repealed.

**2. Definitions**

- 2.1 In this Bylaw:
  - 2.1.1 *AEMA* means the Alberta Emergency Management Agency, which is the Alberta Government agency responsible for the coordination, collaboration and cooperation of all organizations involved in the prevention, preparedness and response to Disasters and Emergencies;
  - 2.1.2 *CAO* means the Chief Administrative Officer or designate for the Municipality of Jasper;
  - 2.1.3 *Council* means the municipal Council for the Municipality, and may include the Mayor, individual Councillors, or Council as a whole;
  - 2.1.4 *DDEM* means a Deputy Director of Emergency Management appointed by the DEM;
  - 2.1.5 *DEM* means the Municipal employee appointed as Director of Emergency Management pursuant to this bylaw, or appointed by the CAO pursuant to this bylaw;
  - 2.1.6 *Disaster* means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property;
  - 2.1.7 *DRP* means the Disaster Recovery Program managed by the Alberta Government to provide financial assistance to individuals, small businesses (including farming operations), not-for-profit organizations (including not-for-profit cooperatives), Local Authorities and government departments for uninsurable loss and damage caused by Emergencies and Disasters;
  - 2.1.8 *EMA* means the Emergency Management Agency established under this Bylaw exercising those powers and duties, which are granted by the *EM Act* and assigned to the EMA under this Bylaw;
  - 2.1.9 *EM Act* means the *Emergency Management Act* (RSA 2000, c.E-6.8);
  - 2.1.10 *Emergency* means an event that requires prompt coordination of action or special regulation of Persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment;

- 2.1.11 *EAC* means the Emergency Advisory Committee, which is established under this Bylaw consisting of 1 or more Council members;
- 2.1.12 *Emergency Management* means the development, coordination and execution of plans, measures and programs pertaining to prevention, preparedness, response and recovery before, during and after an Emergency event;
- 2.1.13 *Emergency Procurement* means a procurement of goods or services, including sole source procurements, that bypasses normal procurement requirements, such as the need for a standing offer agreement, request for quote, request for proposal or an invitation to tender, when necessitated by Emergency or other unforeseen circumstances;
- 2.1.14 *ECC* means the Emergency Coordination Centre or a site from where Municipal officials can coordinate, monitor and direct Emergency response and recovery activities and disseminate information during an Emergency, or a location used for command and control of planned, non-emergent civic events;
- 2.1.15 *Evacuation Order* means an evacuation order made under s. 19(1)(g) or s. 24(1)(b) of the *EM Act*;
- 2.1.16 *Fire Chief* means the Person appointed as head of the Municipal Fire Department;
- 2.1.17 *IC* means the Incident Commander responsible for Emergency Management of an incident and may include the DEM, DDEM, or if a further sub-delegation has been made, the IMT IC assigned to manage an incident;
- 2.1.18 *ICP* means Incident Command Post;
- 2.1.19 *IMT* means incident management team;
- 2.1.20 *LEMR* means the *Local Authority Emergency Management Regulation 203/2018*, in force on January 1, 2020;
- 2.1.21 *Local Authority* means a municipality which has a council, pursuant to the MGA;
- 2.1.22 *MEP* means the Municipal Emergency Plan prepared and maintained by the EMA to coordinate the response to an Emergency event;
- 2.1.23 *MGA* means the *Municipal Government Act* (RSA 2000, cM-26);
- 2.1.24 *Minister* means the Minister responsible for the EM Act;
- 2.1.25 *Municipality* means the Municipality of Jasper;
- 2.1.26 *Peace Officer* means a police officer or peace officer having jurisdiction and authority to enforce the EM Act, LEMR, and this Bylaw;
- 2.1.27 *Person* means an individual and includes a firm, partnership, joint venture, proprietorship, corporation, department, board, agency, association, society or any other legal entity;
- 2.1.28 *Risk* means a probability or Threat of damage, injury, liability, loss, or other negative occurrence that is caused by external or internal vulnerabilities, and that may be neutralized through preemptive action;
- 2.1.29 *SOLE* means a declaration of a State of Local Emergency by a Local Authority relating to all or any part of the Local Authority at any time when it is satisfied that an Emergency exists or may exist; and
- 2.1.30 *Threat* means a negative event that can cause a Risk to become a loss, expressed as an aggregate of Risk, consequences of Risk and the likelihood of the occurrence of the event. A Threat may be a natural phenomenon such as an earthquake, flood, storm or a human caused incident such as fire, power failure, sabotage, etc.

### **3. Emergency Advisory Committee**

- 3.1 The Emergency Advisory Committee (EAC) is hereby established.

- 3.2 Council hereby delegates its powers and duties under the EM Act to the EAC.
- 3.3 The Mayor and two councillors shall be appointed as members of the EAC. The Mayor is the Chair of the EAC. If the Mayor is absent, the Deputy Mayor shall chair the EAC.
- 3.4 The EAC shall meet at minimum, twice each year and more frequently as required. Members of the EAC, including the Chair, shall be entitled to expenses in accordance with Council policy.
- 3.5 The EAC may meet on less than 24 hours' notice. Where meetings in person are not feasible, the EAC may convene by electronic means of communication.
- 3.6 Where the EAC is not able to meet in a timely manner; the powers of the EAC may be exercised by the Mayor acting alone, or in the Mayor's absence the Deputy Mayor, or in absence of the Mayor and Deputy Mayor, by any 2 members of Council.
- 3.7 The command, control and coordination system to be used by the EAC shall be the same as the one prescribed by the Managing Director of AEMA.
- 3.8 Council members shall complete the courses prescribed by the Managing Director of AEMA. Any prescribed courses shall be completed within 90 days of the Council member taking an official oath as required by the MGA.
- 3.9 The DEM may call an emergency meeting of the EAC when the DEM considers that an Emergency exists or may exist in the Municipality.
- 3.10 A quorum for an emergency meeting of the EAC is not dependent on the number attending, but on those Council members available to attend as described in section 3.5.
- 3.11 The EAC shall apply appropriate provisions of the Municipality's Procedure Bylaw for matters relating to parliamentary procedure.

#### **4. EAC Roles and Responsibilities**

- 4.1 The EAC will guide and direct the Municipality's EMA in the development of a MEP and any related programs.
- 4.2 The Municipality shall appoint the DEM as per the LEMR, which stipulates that this Bylaw shall appoint a Person as the DEM, or state the Person who holds a specified title or position and is appointed the DEM by virtue of holding that title or position.
- 4.3 The Municipality's DEM:
  - 4.3.1 shall be appointed through this Bylaw, and the EAC shall appoint the Person who holds the office of Fire Chief as the DEM;
  - 4.3.2 in the absence of the DEM, the CAO may delegate another Municipal employee to serve as the DEM; and
  - 4.3.3 if another Municipal employee is appointed to serve as the DEM, the CAO shall cause that appointment to be recorded pursuant to the Municipality's Delegation of Authority.
- 4.4 When no Disaster or Emergency exists, the EAC shall:
  - 4.4.1 on an annual basis, review and advise the Municipality about the MEP and related programs;
  - 4.4.2 on an annual basis, approve the MEP;
  - 4.4.3 assess the hazards, Risks, and mitigation strategies affecting the Local Authority; and
  - 4.4.4 review and recommend to Council the level of Emergency Management resourcing for the Municipality.
- 4.5 During an Emergency or Disaster, the EAC:
  - 4.5.1 shall maintain regular Council member duties, to the extent possible;
  - 4.5.2 shall provide political, financial and resourcing support to the EMA; and

4.5.3 may be required to declare a SOLE.

4.6 Following an Emergency or Disaster, the EAC may:

4.6.1 within 90 days, make an application to the DRP to provide financial assistance to individuals, small businesses (including farming operations), not-for-profit organizations (including not-for-profit cooperatives), municipalities and government departments for uninsurable loss and damage caused by Emergencies and Disasters; and

4.6.2 seek reasonable remuneration by the Person who caused the Emergency, for expenses and costs of the actions or measures for any Person who provides labour, services, equipment or materials to the municipality to eliminate the Emergency, pursuant to the MGA.

## **5. Emergency Management Agency**

5.1 The Emergency Management Agency (EMA) is hereby established.

5.2 The Municipality's EMA is responsible for:

5.2.1 the administration of the Local Authority's Emergency Management program;

5.2.2 the development, maintenance and implementation of the MEP. A Local Authority must review the MEP that applies to that Local Authority at least once per year;

5.2.3 the maintenance, establishment and operation of the ECC or ICP;

5.2.4 the provision of Emergency Management advice to the DEM and the EAC as required;

5.2.5 the conduct of all coordination and liaison with AEMA; and

5.2.6 coordinating and conducting all appropriate training to ensure the effective operation of the ECC or ICP.

5.3 The EMA shall provide updates to the EAC at least twice annually, or more frequently if directed to do so by the EAC. Updates may include:

5.2.1. a summary of the EMA's prevention, preparation, response and recovery efforts;

5.2.2. the status of the Local Authority's EMA MEP;

5.2.3. status of training of ECC or ICP personnel;

5.2.4. planned training events; and

5.2.5. budget recommendations.

5.4 The EMA will utilize the command, control and coordination system prescribed by the Managing Director of AEMA (e.g., Incident Command System – Canada).

## **6. EMA Training Requirements**

6.1 The EMA shall meet the minimum training requirements set out in the LEMR.

6.2 Members of the EMA shall complete the courses prescribed by the Managing Director of the AEMA.

6.3 Staff who have been assigned responsibilities respecting the implementation of the MEP must complete the prescribed courses within 6 months of being identified for their role.

## **7. EMA Training Exercises**

7.1 Unless an exercise under subsection 7.2 is carried out that year, a Local Authority's EMA shall engage in at least one (1) exercise per year in which participants identify a significant possible Emergency or Disaster scenario, and discuss how the Local Authority would respond to and resolve Emergency Management issues which may arise from the scenario.



- 7.2 A Local Authority's EMA shall engage in at least one (1) exercise every four (4) years in which participants identify a significant possible Emergency or Disaster scenario, and carry out actions as if the significant Emergency or Disaster was actually occurring, but without deploying personnel or other resources.
- 7.3 Section 7.2 does not apply to a Local Authority EMA that has responded to an Emergency or Disaster within the previous four (4) years, which resulted in the implementation of the Local Authority's MEP and where a written post-incident assessment was completed that included observations, recommendations for improvement, and corrective action to be conducted.
- 7.4 A Local Authority EMA may fulfill the obligations set out in Sections 7.1 and 7.2 by participating in regional Emergency exercises that require the Local Authority to utilize relevant portions of the Local Authority's MEP.
- 7.5 A Local Authority EMA shall submit an exercise notification to the AEMA 90 days before engaging in the exercise required under 7.1 or 7.2. The exercise notification must outline the exercise scenario, state the exercise objectives, identify the participants, and state the date the exercise will be conducted.

## **8. DEM**

- 8.1 The DEM plans and leads the responses to natural Disasters and other Emergencies, and ensures Municipal Council members and staff become familiar with Emergency procedures.
- 8.2 The DEM shall:
  - 8.2.1. ensure that all Emergency plans are prepared and coordinated as required by the EM Act, LEMR, and this Bylaw;
  - 8.2.2. act as Director of the ECC or Incident Commander;
  - 8.2.3. coordinate all Emergency operations within the Municipality;
  - 8.2.4. conduct or direct appropriate training to ensure effective operation of the ECC or ICP, such as:
    - 8.2.4.1 the Incident Command System and all position-specific training required by the Alberta Government under the EM Act or LEMR; and
    - 8.2.4.2 optional position-specific training or training intended to ensure the readiness or mental well-being of personnel assigned to Emergency Management for the Municipality (e.g., standard or emergency first-aid, and mental health resiliency training);
  - 8.2.5. perform other duties as required by the Municipality during an Emergency;
  - 8.2.6. appoint one (1) or more Deputy DEM(s) as required; and
  - 8.2.7. appoint an Interim DEM as required.
- 8.3 The DEM is authorized to delegate and authorize further delegations of any powers, duties, and functions delegated to the DEM under this Bylaw.
- 8.4 The DEM may invite any Person or entity to work with or support the activation and management of the ECC or ICP, including:
  - 8.4.1. all departments within the Municipality;
  - 8.4.2. Alberta Health Services;
  - 8.4.3. public and separate school divisions;
  - 8.4.4. police or RCMP Services;
  - 8.4.5. municipalities that have entered into mutual-aid agreement(s) with the Municipality;
  - 8.4.6. an IMT or Persons forming part of an IMT;

- 8.4.7. local business or industry, or business or industry associations;
- 8.4.8. local utility companies;
- 8.4.9. Alberta or Canadian Government boards or agencies; and
- 8.4.10. any other Person or non-governmental organization who might serve a useful purpose in the preparation or implementation of the MEP.

**9. DEM Training Requirements**

- 9.1 The LEMR sets out minimum training requirements for the DEM.
- 9.2 The DEM shall complete the courses prescribed by the Managing Director of the AEMA (e.g., Basic Emergency Management, ICS 100, 200 & 300, and the Director of Emergency Management course).
- 9.3 The DEM shall complete such courses within 18 months of being appointed as the Director of a Local Authority's EMA.

**10. DDEM**

- 10.1. The DDEM is to assist the DEM in planning and leading the responses to natural Disasters and other Emergencies, and to ensure Council members and staff become familiar with the Emergency procedures.
- 10.2. The DDEM shall assist the DEM to:
  - 10.2.1. ensure that all Emergency plans are prepared and coordinated as required by the EM Act, LEMR, and this Bylaw;
  - 10.2.2. act as Director of the ECC or Incident Commander when appointed to do so by the DEM, or in the absence of the DEM;
  - 10.2.3. coordinate all Emergency operations within the Municipality;
  - 10.2.4. conduct or direct appropriate training to ensure effective operation of the ECC or ICP; and
  - 10.2.5. perform other duties as required by the Municipality during an Emergency.

**11. DDEM Training Requirements**

- 11.1 A DDEM shall meet the minimum training requirements required for a DEM as defined in the LEMR.

**12. SOLE**

- 12.1 By resolution, the EAC may at any time when it is satisfied that an Emergency exists or may exist, make a declaration of a SOLE relating to all or any part of the Municipality.
- 12.2 The EAC shall ensure that the declaration identifies the nature of the Emergency and the area of the Municipality in which it exists.
- 12.3 When a SOLE is declared, the EAC shall:
  - 12.3.1. cause the details of the declaration to be published by any means of communication that it considers most likely to make known to the population of the area affected the contents of the declaration; and
  - 12.3.2. forward a copy of the declaration to the Minister.
- 12.4 When a SOLE is declared, the DEM, IC or ECC Director may at any time, in accordance with the MEP or related plans or programs:
  - 13.4.1. cause the MEP or any related plans or programs to be put into operation, if not already in operation;
  - 13.4.2. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an Emergency or Disaster;

- 13.4.3. authorize or require any qualified Person to render aid of any type they are qualified to provide;
- 13.4.4. control or prohibit travel to and from any area of the Municipality;
- 13.4.5. provide for the restoration of essential services and the distribution of essential supplies, and provide, maintain and coordinate Emergency medical, welfare and other essential services in any part of the Municipality;
- 13.4.6. cause the evacuation of Persons and the removal of livestock and personal property from any area of the Municipality that is or may be affected by a Disaster and make arrangements for the adequate care and protection of those Persons or livestock, and of their personal property;
- 13.4.7. authorize the entry into any building or on any land, without warrant, by any Person in the course of implementing an Emergency plan or program;
- 13.4.8. cause the demolition or removal of any trees or structures if the demolition or removal is necessary or appropriate in order to reach the scene of a Disaster, to attempt to forestall its occurrence, or to combat its progress;
- 13.4.9. procure or fix prices for food, clothing, fuel, equipment, medical supplies or other essential supplies, and the use of any services, resources or equipment within the Municipality for the duration of the SOLE. If impractical to procure equipment or services in accordance with the Municipality's procurement policy, the DEM may authorize an Emergency Procurement; and
- 13.4.10. authorize the conscription of Persons needed to meet an Emergency.

### **13. SOLE Cancellation or Termination**

- 14.1 When, in the opinion of the EAC, an Emergency no longer exists in a Local Authority in relation to which a declaration of a SOLE was made, it shall by resolution, terminate the SOLE declaration.
- 14.2 Immediately after:
  - 14.2.1. the passage of a resolution terminating a declaration of a SOLE; or
  - 14.2.2. the termination by lapse of seven (7) days of a declaration of a SOLE,the EAC shall cause the details of the declaration, cancellation, or the termination lapse to be published by any means of communication that it considers most effective to the residents of the affected areas.
- 14.3 Upon cancellation or termination of a SOLE, a copy of the notice shall be forwarded to the Minister.

### **14. Evacuation Orders**

- 15.1 Following a declaration of a SOLE made by the EAC, an Evacuation Order may be issued by the DEM, DDEM, IC or Director of the ECC leading the Emergency response.
- 15.2 When circumstances permit, the DEM, DDEM, IC or Director of the ECC should communicate notice of their intent to issue an Evacuation Order to the EAC, prior to issuing the Evacuation Order.
- 15.3 If the Emergency situation does not permit notice to be given to the EAC in advance, the DEM, DDEM, IC or Director of the ECC may issue an Evacuation Order without seeking or obtaining further direction or input from the EAC.
- 15.4 Subject to s. 15.3, an Evacuation Order issued by the DEM, DDEM, IC or Director of the ECC shall be communicated to the EAC as soon as reasonably practicable.
- 15.5 Pursuant to s. 19.1(1) of the EM Act, if an Evacuation Order is made, every Person within the area that is the subject of the Evacuation Order shall leave the area:
  - 15.5.1. immediately; or
  - 15.5.2. if a deadline for evacuation is specified in the Evacuation Order, by that deadline.

- 15.6 Section 19.1(1) of the EM Act does not apply to a Person acting under the direction of a Person exercising powers under s. 19(1) or 24(1)(b) of the EM Act, as the case may be, so long as there is a plan for safely evacuating that Person in a timely manner and the means available to carry out the plan.
- 15.7 An Evacuation Order shall be enforced by a Peace Officer having authority to enforce the EM Act or LEMR, and holding jurisdiction for the Municipality.

## **15. Financial**

- 16.1 In accordance with the EM Act, Council may, by a bylaw which does not require advertising, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the EMA.
- 16.2 Council may, during or within 60 days after the SOLE, by a bylaw which does not require advertising but that is approved by the Minister responsible for the MGA, borrow any money necessary to pay expenses caused by the Emergency. This may include payment for services provided by the Provincial or Federal Government, when the services were provided at the request of the Municipality.
- 16.3 Council may enter into agreements with and, make payments or grants or both, to Persons or organizations for the provision of services in the development or implementation of MEP and related programs.
- 16.4 Council may, in accordance with the EM Act and this Bylaw, expend all sums required for the response to and recovery from an Emergency event.
- 16.5 In the event of a Disaster, the Alberta Government may provide financial assistance to individuals, small businesses, not-for-profit organizations (including not for-profit cooperatives), Local Authorities and government departments after a Local Authority applies for DRP relief on behalf of their residents, and if the program is approved.

## **16. Offence**

- 17.1. Any Person who violates any provision of this Bylaw or interferes with or obstructs any Person in the exercise of any power or the performance of any duty conferred or imposed by this Bylaw is guilty of an offence and is liable upon conviction to a maximum fine of \$10,000, or in default of payment of the fine to imprisonment for a period not exceeding 1 year, or to both fine and imprisonment in such amounts.
- 17.2. Section 17 of the EM Act states that when a Local Authority declares a SOLE, any Person who:
- 17.2.1. contravenes the EM Act or the or the LEMR;
  - 17.2.2. fails to comply with an Evacuation Order; or
  - 17.2.3. interferes with or obstructs any Person in the carrying out of a power or duty under the EM Act or the LEMR,
- is guilty of an offence and liable to imprisonment for a term of not more than 1 year or to a fine of not more than \$10,000, or to both imprisonment and a fine.
- 17.3. No action lies against Council or a Person acting under the direction or authorization of Council for anything done or omitted to be done in good faith while carrying out a power or duty under the EM Act or this Bylaw.

## **18. Severability**

- 10.1 If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

## **11. Coming into Force**

- 11.1 This Bylaw shall come into force and effect on the final day of passing thereof.
- 11.2 If any provision herein is adjudged to be repugnant to any federal or provincial legislation or regulation, this Bylaw shall continue in full force and effect but any such

repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal or provincial legislation or regulation.

**READ** for a first time this day of , 2022.

**READ** for a second time this day of , 2022.

**READ** for a third time and finally passed this day of , 2022.

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Mayor

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Chief Administrative Officer

DRAFT

**From:** James Jackson <[james@jasper.travel](mailto:james@jasper.travel)>

**Date:** May 1, 2022 at 10:34:36 AM MDT

**To:** Richard Ireland <[Rireland@town.jasper.ab.ca](mailto:Rireland@town.jasper.ab.ca)>, Scott Wilson <[SWilson@town.jasper.ab.ca](mailto:SWilson@town.jasper.ab.ca)>, Wendy Hall <[WHall@town.jasper.ab.ca](mailto:WHall@town.jasper.ab.ca)>, Rico Damota <[RDamota@town.jasper.ab.ca](mailto:RDamota@town.jasper.ab.ca)>, Kathleen Waxer <[KWaxer@town.jasper.ab.ca](mailto:KWaxer@town.jasper.ab.ca)>, Helen Kelleher-Empey <[HKEmpsey@town.jasper.ab.ca](mailto:HKEmpsey@town.jasper.ab.ca)>, Ralph Melnyk <[rmelnyk@town.jasper.ab.ca](mailto:rmelnyk@town.jasper.ab.ca)>

**Cc:** Bill Given <[BGiven@town.jasper.ab.ca](mailto:BGiven@town.jasper.ab.ca)>, Christine Nadon <[CNadon@town.jasper.ab.ca](mailto:CNadon@town.jasper.ab.ca)>, Christopher Read <[cread@town.jasper.ab.ca](mailto:cread@town.jasper.ab.ca)>

**Subject:** Tourism Jasper Support for Proposed Investment in Activity Centre

Hello,

I wish to convey Tourism Jasper's support for the proposed investments in the Jasper Activity Centre—specifically, the dressing room expansion and refurbishment.

The dressing room quality and size have impeded attracting certain groups in the past. However, improved dressing rooms will allow more robust tournaments and higher-level groups to come to Jasper to enjoy the venue, driving significant economic benefits into the town. Although not top of mind for many when it comes to the visitor economy, Jasper's Activity Centre is an important venue that drives material visitation to Jasper in critical need periods (winter and shoulder seasons).

In addition to the incredible programs offered to locals, both short and long-term, the Centre also acts as an effective recruitment tool as we continue to be challenged by workforce talent attraction and retention.

I hope you will think of both the community and the economic benefits of this facility as you deliberate future investments. Thank you.

Respectfully,

James Jackson  
President & CEO | Tourism Jasper

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## MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)
S-Block Parking	September 14, 2021	Director of Protective & Legislative Services	That Committee direct Administration to return to a future Committee of the Whole meeting with a policy level discussion regarding the use of S-block parking.	June 2022
Relationship with JCTS & Friends of Jasper Culture & Recreation	September 14, 2021	Director of Community Development	That Committee direct Administration to bring forward recommendations on how to enhance the relationship between the municipality and local non-profit organizations including Jasper Community Team Society and Friends of Jasper Culture and Recreation.	May 2022
Sledding at Snape's Hill	January 11, 2022	Director of Operations	That Committee direct Administration to return to Council with a report identifying any opportunities for closure or partial closure of Willow Street and Geikie Street to accommodate sledding at Snape's hill.	May 2022
Parcel GB Development Information	March 8, 2022	CAO	That Committee direct Administration to request preliminary information such as renderings and site plans for the proposed GB development and return to a future Committee of the Whole meeting.	<del>May 2022</del> June 2022
Garage Suites Feedback	April 26, 2022	CAO	That Committee direct administration to provide feedback to Parks Canada with respect to articles 7.03, 8.05 and 8.08 of the Interim Policy on Garage Suites in the Town of Jasper.	May 2022
Commercial Use of Public Space	April 26, 2022	Director of Protective & Legislative Services	That Committee direct Administration to apply to Parks Canada for an amendment to the discretionary use permit for commercial use of public space to include the use of tents or freestanding canopies for the 2022 season subject to applicable building codes requirements.	May 2022
Communities in Bloom	April 26, 2022	Director of Operations	That Committee direct administration to register to participate in Communities in Bloom 2022.	April 30 Deadline

<b>Jasper Food Bank</b>	<b>May 3, 2022</b>	<b>Director of Operations</b>	That Council refer the request from the Food Bank Society for a cardboard recycling bin and pick up service, to administration for a report back at a future committee of the whole meeting.	<b>May 2022</b>
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